



AGENDA
VILLAGE BOARD MEETING
RICHFIELD VILLAGE HALL
4128 HUBERTUS ROAD, HUBERTUS WISCONSIN
December 17, 2015
7:00P.M.

1. Call to Order/ Roll Call
2. Verification of Compliance With Open Meeting Law
3. Pledge of Allegiance
4. REPORT
 - a. Report on Village of Richfield's "Groundwater Monitoring Program" by Dr. D.S. Cherkauer
5. PUBLIC COMMENTS (Public comments are an opportunity for citizens to voice concerns to the Board regarding ITEMS ON THE AGENDA ONLY. Public comments are not a public hearing and are typically a one way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)
6. CONSENT AGENDA
 - a. Vouchers for Payment
 - b. Treasurer's Report
 - c. Meeting Minutes:
 - i. November 19, 2015 – Regular Meeting
 - d. New Operator Licenses
7. DISCUSSION/ACTION ITEMS
 - a. Discussion/Action regarding Resolution, R2015-12-01, a resolution to withdraw from the Local Government Property Insurance Fund and to contract for insurance services with MPIC
 - b. Discussion/Action regarding 2015 groundwater monitoring agreement with Dr. D.S. Cherkauer
 - c. Discussion/Action regarding a proposed Three-Lot Certified Survey Map (CSM) for property located at 3791 Pioneer Road (Tax Key: V10_004500A) for Mr. and Mrs. Michael McRae
 - d. Discussion/Action regarding the 2015 Richfield Volunteer Fire Company contract for Fire and Emergency Medical Services
 - e. Discussion/Action regarding the reduction of an established Letter of Credit – Lakeview Ridge
 - f. Discussion/Action regarding approval of poll workers for 2016-2017 calendar years.
 - g. Discussion/Action regarding the scheduling of the January Village Board meeting
8. PUBLIC COMMENTS (...Continued)
9. CLOSED SESSION
 - a. Discussion/Action to enter into closed session pursuant to Section 19.85(1)(c) of the WI Stats.,- Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – *Personnel; Village Administrator*
 - b. Discussion/Action to enter into closed session under Wis. Stats. 19.85(1)(g) update from legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the governing body with respect to litigation in which it is or is likely to become involved.- *Reflections Richfield Investments, LLC*
10. RECONVENE IN OPEN SESSION
 - a. Discussion/Action regarding matters address in Closed Session as outlined above
11. ADJOURNMENT

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at www.richfieldwi.gov. Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 or www.richfieldwi.gov with as much advance notice as possible.

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AFFIDAVIT OF POSTING

Pursuant to Sec. 985.02(2), Wis Stats., I, Bradley Calder, being duly sworn, state as follows:

1. I am an adult resident of the State of Wisconsin, and I make this affidavit on personal knowledge.
2. I hereby certify that I posted a copy of the attached:

1) Architectural Review Board Mtg 2015.12.16
2) Village Board Agenda - 2015.12.17

on Dec 11, 2015 (date), 2:00PM (time), at the Village posting locations, namely: on the outside bulletin board of the Village Hall located at 4128 Hubertus Road, Hubertus; on the outside bulletin board at the Hubertus Post Office located at 3695 Hubertus Road, Hubertus; on the outside bulletin board at the Richfield Post Office located at 1925 Hwy 175, Richfield; and on the outside bulletin board at the Colgate Post Office located at 3392 Hwy Q, Colgate.

Bradley Calder
Signature

12/11/2015
Date

Personally came before me this 11th day
of December, 2015.

Margaret M. Runnels
Notary Public, State of Wisconsin
My commission expires 9/25/16

I also certify that notice of such meeting(s) were sent via email to the West Bend Daily News, the Germantown Express News, the Hartford Times Press, and the Milwaukee Journal Sentinel.

Signature

Date

I further certify that a copy has been posted to the Village website www.richfieldwi.gov.

RLC
Signature

12-10-15
Date

4 a

Report will be presented at meeting

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VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

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MEETING DATE: December 17, 2015

SUBJECT: Consent Agenda

DATE SUBMITTED: December 10, 2015

SUBMITTED BY: Jim Healy, Village Administrator

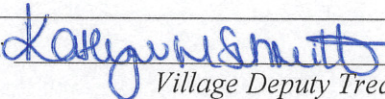
POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO APPROVE THE ATTACHED CONSENT AGENDA?

ISSUE SUMMARY:

Included for your review are the Vouchers for Payment, Treasurer's Report, the Village Board Minutes from November 19th, and New Operator Licenses.

FISCAL IMPACT:

REVIEWED BY:


Village Deputy Treasurer

Initial Project Costs:

Future Ongoing Costs:

Physical Impact (on people/space):

Residual or Support/Overhead/Fringe Costs:

ATTACHMENTS:

1. Vouchers for Payment
2. Treasurer's Report
3. Meeting Minutes from November 19, 2015
4. New Operator License List, Copy of Applications, Background Investigation Report

STAFF RECOMMENDATION:

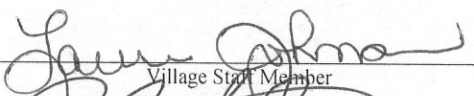
Motion to approve the Vouchers for Payment, Treasurer's Report, the Village Board Minutes from November 19, 2015, and New Operator Licenses.

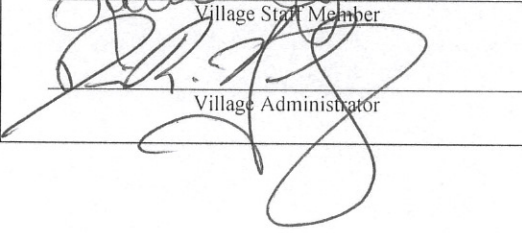
APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____


Village Staff Member


Village Administrator

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VILLAGE OF RICHFIELD
VOUCHERS FOR PAYMENT
DECEMBER 2015

6a

BATCH #1

CHECK #	PO#	DATE	PAYEE	AMOUNT	COMMENTS
ACH		11/17/15	Village of Richfield	\$16,396.50	Bi-Weekly Payroll
EFTPS		11/17/15	Electronic Federal Tax Payment	\$5,968.01	FICA Tax
ACH		11/17/15	Wisconsin Department of Revenue	\$1,176.10	State Withholding Tax
ACH		11/17/15	Wisconsin Deferred Compensation	\$250.00	457 Plan
9719		11/19/15	WE Energies	\$1,472.52	Heat and Electric
9720		11/19/15	Wisconsin Department of Justice	\$49.00	October Background Checks
9721		11/19/15	Associated Appraisal Consultants	\$3,958.33	Professional Services Contract Agreement
9722	1050	11/19/15	WellIntel Inc.	\$2,384.00	WellIntel Turtle Adapter (Dr. Cherkauer's Budget)
9723	108694956	11/19/15	US Cellular	\$448.64	Cell Phone Bill through 11/05/2015
9724		11/19/15	EIASEW	\$95.00	1&2 Family Electrical Code Update
9725		11/19/15	BIASEW	\$360.00	Commercial Building Code Update
9726		11/19/15	Monte Ewing Consulting	\$150.00	Electrical Code Updates
9727		11/19/15	WCMA Association Membership Dues	\$170.00	Administrator and DT Membership Renewal
9728		11/19/15	Western Contractors	\$17,408.77	Bark Lake BL Completed Work
9729		11/19/15	Board of Commissioners	\$7,562.63	Riverview and S Shore Drive Payoff
9730			Voided Check Accidental Printing		
9731		11/19/15	Rock R Brandner	\$35.00	Christmas Party Reimbursement
9732-9756			November Vouchers		
9757		11/20/15	Washington County Treasurer	\$295.00	November Dog Settlement
9758		11/20/15	Bonnie Quagber	\$534.00	November Professional Cleaning Services
9759			Voided Check Accidental Printing		
9760			Voided Check Accidental Printing		
ACH		11/25/15	Wisconsin Retirement	\$6,335.16	October Wisconsin Retirement
ACH		11/25/05	United Health Care	\$12,675.60	November Health Insurance
9761	852532	11/25/15	Delta Dental	\$206.80	Dental Insurance for December
9762	624519	11/25/15	North Shore Bank Leasing	\$718.04	BI Lease Agreement
9763	772422	11/25/15	Aurora Medical Group	\$48.00	DOT Drug Screening
9764	C320744	11/25/15	Office Copying Equipment LTD	\$300.27	Office Copying Equipment
9765		11/25/05	Tamara Su Schoof	\$35.00	Mailbox Replacement Re-Issue
9766		11/25/15	Postmaster	\$945.60	November/December Newsletter
			TOTAL BATCH #1	\$79,977.97	Checks Written End of November 2015

BATCH #2

CHECK #	PO#	DATE	PAYEE	AMOUNT	COMMENTS
ACH		12/1/15	Capital One Bank	\$630.34	October Credit Card Statement
ACH		12/1/15	Village of Richfield	\$17,128.04	Bi-Weekly Payroll
EFTPS		12/1/15	Electronic Federal Tax Payment	\$6,312.31	FICA Tax
ACH		12/1/15	Wisconsin Dept. of Revenue	\$1,079.76	State Withholding Tax
ACH		12/1/15	Wisconsin Deferred Compensation	\$250.00	457 Plan
ACH		12/2/05	Village of Richfield	\$2,046.14	Monthly Payroll
EFTPS		12/2/15	Electronic Federal Tax Payment	\$555.57	FICA Tax
9767		12/4/15	First Federal Savings Bank	\$250.00	Additional HSA Payment (Payroll deduction)
9768		12/4/15	Piggly Wiggly	\$33.54	Office and Election Expenses
9769		12/4/15	Equal Rights Division	\$45.00	November Work Permits
9770		12/4/15	Michael Ford	\$88.00	Building Permit Reim. (Duplicate Payment)
9771		12/4/15	Conley Classifieds	\$20.32	Spring Election Notice
9772		12/4/15	WE Energies	\$2,219.67	November Street Lighting
9773		12/4/15	Charter Communications	\$158.80	Television and Internet
9774	813499-2275-	12/4/15	Waste Management of Milwaukee	\$489.14	Waste Management Invoice for December
9775		12/4/15	AT&T	\$193.44	October through November 2015
9776	768-13-11B	12/4/15	Road Bond Refund	\$2,000.00	380 Whispering Ridge Court
9777		12/4/15	Niebler, Pyzyk< Roth & Carrif	\$2,000.00	Settlement Judgement Joel T. vs. VOR
9778	130-15-3B	12/8/15	Road Bond Refund	\$2,000.00	5209 Fox Hollow Drive
9779	Schmitt35811	12/8/15	NPELRA	\$195.00	HR Membership
9780	8260321115	12/8/15	Conley Classifieds	\$233.90	Budget Hearing Notice

VILLAGE OF RICHFIELD
VOUCHERS FOR PAYMENT
DECEMBER 2015

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9781	510810-11-15	12/8/15	Premium Waters Inc.	\$31.74	November Water Bill
9782	N531660	12/8/15	Associated Bag Company	\$100.18	Gauge Black Wire Ties
9783	767691	12/8/15	E.H. Wolf & Sons, Inc.	\$381.15	Fuel Drum
9784	WIJAC130261	12/8/15	Fastenal	\$8.84	Bolts to mount lights
9785		12/8/15	Menards	\$770.01	DPW, Park and Election Supplies
9786	A013304	12/8/15	Schwaab, Inc.	\$62.00	Excel Mark Dater
9787	526654923	12/8/15	Veolia Environmental Service	\$180.00	VSQG Waste
9788	5418	12/8/15	Washington County Treasurer	\$502.23	Sherwin Lazer Rental
9789	5154422	12/8/05	Wausau Equipment Co. Inc.	\$216.16	Truck #5 Pivot Parts
9790	656172	12/8/15	Wissota Sand and Gravel, Co.	\$72.00	Recycled Asphalt
9791		12/8/15	Wisconsin Dept. of Justice	\$28.00	November Background Check Requests
9792	3391878	12/8/15	Neu's Building Center Inc.	\$464.18	DPW Supplies and Expenses
9793		12/8/15	Craig Kunkel	\$35.00	Christmas Dinner Reimbursement
9794	205	12/8/15	Strategic Insights Inc.	\$675.00	Plan-It! CIP Software Renewal
9795		12/11/15	Postmaster	\$2,443.43	Tax Bill Postage
9796		12/11/15	Village of Sussex	\$11.00	WCMA Assistant Training
9797		12/11/15	Ontech Systems Inc.	\$696.48	Ongoing IT Support
9798		12/11/15	Election Source	\$565.43	Election Equipment
9799		12/11/15	Port-A-John	\$544.00	Waste Disposal Services in Parks
9800		12/11/15	GAI Consultants	\$17,279.20	General Engineering Services & MS4
			TOTAL BATCH #2	\$62,995.00	Checks Written Beginning of December 2015

**BATCH #3

CHECK #	PO#	DATE	PAYEE	AMOUNT	COMMENTS
	10726		Arenz, Molter, Macy, Riffle & Larson, S.C.	\$5,730.70	October through November Legal Fee's
			Board of Commissioners of Public Lands	\$2,440.30	Additional Riverview Drive Loan Payoff
			Cintas	\$732.75	DPW Clothes Cleaning Services
	29-81		Civi Tek Consulting	\$1,113.00	Consultant Planning Services
			Complete Office of Wisconsin	\$125.79	Office Supplies
			Electrical Inspectors Association	\$15.00	Annual Membership Fee's
	117467-2		Equipment Rentals Inc, #1	\$159.50	Machine Rental
	771640		E.H. Wolf and Sons, Inc.	\$348.50	Synthetic Transmission Flue for Plow Trucks
			Falls Auto Parts and Supplies	\$366.39	DPW Parts and Supplies
	V0084095		Hallman Lindsay Quality Paints	\$28.19	White Paint for Election Closet
			TOTAL BATCH #3	\$11,060.12	Checks Still Needing Approval***

**BATCH #4

CHECK #	PO#	DATE	PAYEE	AMOUNT	COMMENTS
	39567		Houseman & Feind, LLP	\$1,960.25	Carla Whitcomb Legal Issues
	N20955		Imperial	\$531.00	Foot of 1/2" hydraulic hose
	159846		Kunkel Engineering Group	\$1,060.00	2015 Hwy Improvement Program
	307800		Hopson Oil LLC	\$3,059.87	November Fuel Invoices
	48660		Lakeside International, LLC>	\$107.26	Engine and Oil Drain Plugs
			Lange Enterprises	\$566.42	Signs
	201761		Max Recovery	\$2,500.00	Grinding Services Lump Sum
	201950		Mid-State Equipment	\$750.00	Excavator Rental
			Payne and Dolan	\$135,145.93	Final 2016 Highway Improvement Plan Payment
			Richfield Volunteer Fire Company	\$38,635.32	Final 2015 Fire Contract Payment
			Road Equipment Parts Center	\$609.59	DPW Equipment and Parts
	9266		Schmitt Sanitation LLC	\$210.00	Septic Tank Pump
	8525		Washington County Sheriff's Office	\$25,846.42	Sheriff Services for November 2015
			Western Contractors	\$8,933.20	Final Bark Lake Boat Launch Payment
	658549		Wissota Sand and Gravel	\$109.35	3/4" TB - WI Pit
	02388		Wolf Bros Fuel Inc.	\$112.27	Kerosene
			TOTAL BATCH #4	\$220,136.88	Checks Still Needing Approval***
			TOTAL	\$374,169.97	

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VILLAGE OF RICHFIELD
Treasurer's Report for November 30, 2015

BANK ACCOUNT BALANCES

	Interest Rate	Beginning Balance October 31, 2015	Interest Earned	Ending Balance October 31, 2015
Landmark Checking Account	0.25%	\$ 605,452.35	\$ 121.20	\$ 541,150.58
LGIP General Fund	0.14%	\$ 737,929.19	\$ 84.36	\$ 738,013.55
LGIP Fire Impact Fees	0.14%	\$ 231,406.44	\$ 27.22	\$ 242,569.66
LGIP Park Impact Fees	0.14%	\$ 91,476.79	\$ 10.81	\$ 96,662.60
LGIP Tax Account	0.14%	\$ 0.05		\$ 0.05
FNB Entrepreneur Plus Account	0.05%	\$ 2,712.09	\$ 0.12	\$ 2,712.21
FNB Platinum MMD Account	0.15%	\$ 257,586.99	\$ 32.82	\$ 257,619.81
Bank Mutual MM Account	0.33%	\$ 251,429.41	\$ 83.28	\$ 251,512.69

CERTIFICATES OF DEPOSIT

	Purchase Date	Expiration Date	Interest Rates	Amount
First National Bank	October 31, 2015	April 30, 2017	0.55%	\$ 251,318.99
Bank Mutual	March 3, 2015	October 3, 2016	1.05%	\$ 252,914.20

**** All CD's are fully FDIC insured****

LETTERS OF CREDIT/PERFORMANCE BONDS/DEVELOPER GUARANTEES

	Purchase Date	Expiration Date	Amount
Reflections Richfield Investments LLC	March 11, 2014	March 16, 2016	\$ 712,650.00
Reflections Richfield Investments LLC	March 11, 2014	March 16, 2016	\$ 150,000.00
D&S Weyer No. II, LLC	June 23, 2015	August 31, 2016	\$ 153,151.00
NMMR Investments #1 LLC	June 24, 2015	July 1, 2016	\$ 11,765.00

PERMIT PERFORMANCE BOND

	Held Since	Expiration Date	Amount
T-Mobile Central LLC Wireless Communication Tower	March 11, 2014	N/A	\$ 25,000.00

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Village of Richfield
4128 Hubertus Road, Hubertus, WI
Village Board Meeting Minutes November 19, 2015
7:00 pm

1. Call to Order/ Roll Call

The meeting was called to order by Village President John Jeffords at 7:04 pm. A quorum of the Village Board was present. Present: Village Board of Trustees; Bill Collins, Dan Neu, and Sandy Voss.

Trustee Brandner had an excused absence.

Also present: Village Administrator Jim Healy and Administrative Services Coordinator KateLynn Schmitt

2. Verification of Compliance With Open Meeting Law

Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

3. Pledge of Allegiance

4. PUBLIC HEARING

a. 2016 Budget

Motion by Trustee Neu to open public hearing; Seconded by Trustee Voss; Motion carried unanimously.

Gil Frank, 4156 Elmwood Road, Colgate asked several questions regarding the 2016 budget. Mr. Frank went on to ask if the Village has done everything it can to cut costs because the Village's portion of taxes continues to go up while the school districts goes down.

Will Hessenauer, 3339 Mount Lane, thanked everyone in the Village who had input into the budget. Mr. Hessenauer stated that the Village has a very responsible budget and that the Board and Village Staff has continued to strive toward a great level of transparency.

Jeff Gonyo, Highway J citizens group, 2668 Hwy 164, Town of Polk, stated his educational credentials for the record. Mr. Gonyo stated that in order to determine whether the Village is being fiscally responsible you've got to compare the Village of Richfield to like comparable municipalities such as towns that offer similar services as the Village. Mr. Gonyo stated his belief that the Village keeps more than what is necessary in reserves. A way to further save money would be to eliminate office staff.

Ms. Danah Zoulek, 623 Amy Belle Road, believes the Village is wasting tax dollars. As it relates to the budget, Ms. Danah Zoulek stated the Village makes more work for themselves and wastes time and money when it comes to processing open record requests. Ms. Danah Zoulek discussed how excessive legal fees in the budget are the result of the Village pursuing frivolous litigation.

Paul Craig, 501 Scenic Road, Colgate stated that he was the Mayor of the City of Delafield for four (4) years and a councilman for an additional four (4) years. Mr. Craig stated that he has a history of working with municipal budgets. Mr. Craig explained that people should be careful what they wish for regarding the use of reserve funds.

Linda Fitzpatrick, 1836 Hwy 175, requested the Village consider contributing funds for fencing-in approximately 10 acres of Glacier Hills Park which is owned and operated by Washington County. Ms. Fitzpatrick stated that county workers would install the fencing and give them a kiosk. Ms. Fitzpatrick stated that if there was a substantial donation for the fencing, which is estimated to cost approximately \$25,000, there may be naming rights for the dog park, itself.

Motion to close public hearing by Trustee Collins; Seconded by Trustee Neu; Motion carried unanimously.

b. Discussion/Action regarding Resolution R2015-11-01, a Resolution adopting the 2016 Village of Richfield budget

Administrator Healy gave an update on the Village of Richfield's budget.

Motion by Trustee Voss to adopt the 2016 Village Budget, as outlined in the 2016 'Notice of Public Hearing', for the Village of Richfield; Seconded by Trustee Neu; Motion carried unanimously

5. REPORT

a. Scenic Pit LLC. Vs. Village of Richfield et. Al., Case No. 2015CV000374

Administrator Healy gave an update on the ongoing litigation between the Village and Scenic Pit LLC.

6. PUBLIC COMMENTS (Public comments are an opportunity for citizens to voice concerns to the Board regarding ITEMS ON THE AGENDA ONLY. Public comments are not a public hearing and are typically a one way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)

Doug Felton, 535 Scenic Road Colgate stated that he lives two doors down from the pit. Felton stated it would take one (1) quad axle dump truck every four (4) minutes for 12 hours a day, 6 days a week. Mr. Felton thanked the Village Board for listening to a lot of content and volume and determining what is right and protecting interests the interests of the Village residents.

Gil Frank, 4156 Elmwood Road, Colgate spoke in regards to concealed carry in parks. Mr. Frank stated he is in favor of the Village allowing people to carry in parks to protect themselves from people and animals.

Paul Craig, 501 Scenic Road, keep up the good work.

Shelly Vento, 3715 Water Crest Court, Colgate thanked the Village Board and community for standing up for rights of residents. Ms. Vento stated that as a resident and neighbor she opposes Scenic Pits use as a neighborhood business. Ms. Vento said neighbors and businesses do not match or mix well in residential neighborhoods.

Roger Keuhn, 546 Jordan Circle, Colgate stated that he is still opposed to Scenic Pit LLC. Mr. Keuhn said that after the October meeting he was at a loss for words as a resident of Richfield. Mr. Keuhn was embarrassed and sad for Richfield. He thanked everyone and wished them a Happy Thanksgiving.

Jeff Gonyo, Highway J Citizens Group, 2668 Highway 164, Polk commended Ms. Danah Zoulek for filing an appeal because he believes Judge Gonering was wrong. Mr. Gonyo stated he believes that the "Derosso ruling" exempts Scenic Pit site from local zoning. Mr. Gonyo stated the DNR withdrew their support for the Village of Richfield and DNR did so because they incorrectly interpreted the law.

Ms. Danah Zoulek, 623 Amy Belle Road, Colgate stated she never wanted to have any problems in the community and that in her first meeting with the Village she offered to donate the land to the Village once it was restored. Ms. Danah Zoulek said she has a binder full of information for the project if anyone ever wants to discuss it with her.

Steve Maller, 429 Pheasant Run Road, Colgate thanked the Village Board for protecting the community. Mr. Maller stated that he cannot do anything he wants in his backyard because of the laws protecting the community. Mr. Maller said he will continue to support what the Village Board is doing to protect the interests of the community.

Marie Graziano, 1787 Whispering Ridge Court, Richfield spoke about Scenic Pit LLC vs. the Village of Richfield. Ms. Graziano asked why Jeff Gonyo is so supportive of this when he has for four (4) years been against increasing traffic in the Village of Richfield. She went on to say that in a prior case Mr. Gonyo stated that a project like this would have an adverse impact on health, safety and home values in the Village. She questioned why Mr. Gonyo has had concerns about building on top of a landfill before, but now it is not a concern of his. She thanked the Village Board for standing up for the Village of Richfield.

7. CONSENT AGENDA

- a. Vouchers for Payment**
- b. Treasurer's Report**
- c. Meeting Minutes:**
 - i. October 15, 2015 – Regular Meeting**
 - ii. October 26, 2015 – Special Meeting**
- d. New Operator Licenses**
- e. Move the Polling Location to Northbrook Church- Resolution R2015-11-02**
- f. Fee Schedule (Amendment) – Resolution R2015-11-03**
- g. St. Gabriel Parish Class "B" Picnic License**

Trustee Collins asked that the Class "B" Picnic License for St. Gabriel's Parish be considered separately from the rest of the consent agenda due to his involvement as Parish Council President and him having to recuse himself.

Motion by Trustee Neu to approve the Vouchers for Payment, Treasurer's Report, the Village Board Minutes from October 15 and 26, 2015, New Operator Licenses, Resolution(s) R2015-11-02 and R2015-11-03, and Fee Schedule; Seconded by Trustee Voss; Motion carried unanimously.

Trustee Collins recused himself due to his position with the Church's leadership.

Motion by Trustee Voss to approve the Class "B" Picnic License for St. Gabriel's Parish – Trivia Night; Seconded by Trustee Neu; Motion carried unanimously.

8. DISCUSSION/ACTION ITEMS

- a. Discussion/Action regarding Temporary Operator License**

Trustee Collins recused himself due to his involvement with the church as St. Gabriel's Park Council President.

Motion by Trustee Neu to approve the temporary operator license 2015 per the attached list; Seconded by Trustee Voss; Motion carried unanimously.

- b. Discussion/Action regarding Ordinance O2015-11-01, an Ordinance to rezone property (15.44ac) located at 3208 STH 167 (Tax Key: V10_027600E), from P-1, Parks and Recreation District to B-2, Community Business District for Logger's Park, LLC.**

Motion by Trustee Voss to approve Ordinance O2015-11-01, an Ordinance to rezone 3208 STH 167 (Tax Key: V10_027600E) from P-1, Parks and Recreation District to B-2, Community Business District; Seconded by Trustee Collins; Motion carried unanimously.

- c. Discussion/Action regarding Ordinance O2015-11-02, an Ordinance to amend Section 70.198(D) relating to Conditional Uses in the B-2, Community Business District**

Motion by Trustee Neu; to approve Ordinance O2015-11-02, an Ordinance to amend Sec. 70.198(D) of the Village Code relating to Conditional Uses allowed in the B-2, Community Business District; Seconded by Trustee Voss; Motion carried unanimously.

d. Discussion/Action regarding Ordinance O2015-11-03, an Ordinance to create Chapter 172, entitled Animal Waste Storage Facilities

Paul Sebow, Washington County Conservationist stated that Washington County has had oversight for waste regulation in the Village since 1991. When Richfield became a Village, the County Ordinances no longer applied. The new ordinance being proposed would reenact regulation for animal waste in the Village and the County would administer the ordinance for the Village and make sure the structures holding waste prevent groundwater contamination. This agreement would be at no cost to the taxpayers.

Motion by Trustee Neu to approve Ordinance O2015-11-03, an ordinance to create Chapter 172 of the Village Code, entitled Animal Waste Storage Facilities subject to the Village Attorney's final review and approval; Seconded by Trustee Voss; Motion carried unanimously.

e. Discussion/Action regarding Ordinance O2015-11-04, an Ordinance related to prohibited acts in or on public lands

Village Administrator Healy explained this ordinance amendment was brought to his attention by a local resident, has been confirmed by the Department of Justice, and reviewed by the Village Attorney.

Trustee Collins publicly thanked the resident that found the ordinance issue in question.

Motion by Trustee Collins; to approve Ordinance O2015-11-04, an ordinance to amend Section 270-2 of the Village Code regarding prohibited acts in or upon any public grounds in the Village; Seconded by Trustee Neu; Motion carried unanimously.

9. PUBLIC COMMENTS (...Continued)

No one spoke.

10. ADJOURNMENT

Motion by Trustee Neu to adjourn the meeting at 9:09 pm; Seconded by Trustee Voss; Motion carried unanimously.

Respectfully Submitted,

Jim Healy
Village Administrator

6 d

December 17, 2015 Meeting

New Operator Licenses

Name	Place of Employment	Course or valid license	Recommendation
Kristin M. Peters	La Cabana	Course	Approved
Diana Villa-Pedraza	La Cabana	Course	Approved
Brittany M. Weber	Fat Charlie's	License	Approved

7 a



VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

7a

MEETING DATE: December 17, 2015

SUBJECT: Local Government Property Insurance Fund Withdraw
DATE SUBMITTED: December 11, 2015
SUBMITTED BY: KateLynn Schmitt, Deputy Treasurer

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO WITHDRAW FROM THE LOCAL GOVERNMENT PROPERTY INSURANCE FUND AND OBTAIN INSURANCE FROM THE MUNICIPAL PROPERTY INSURANCE COMPANY?

ISSUE SUMMARY:

The Wisconsin Office of the Insurance Commissioner administers the Local Government Property Insurance Fund (LGPIF). The LGPIF was established to provide property insurance for local government entities that include counties, cities, towns, villages, school districts, and library boards. The fund insures local government property such as governmental buildings, schools, libraries, and motor vehicles. The fund offers three major groups of insurance coverage: building and contents (BC), inland marine (construction equipment), and motor vehicles.

Over the course of the last five-year period, the LGPIF surplus has declined, ending fiscal year 2013-14 negative \$1.4 million. More recent financial statements of the fund show that the negative surplus level has grown, however, a dispute with the fund's reinsurance carrier could return as much as \$30 million, should the pending court case rule in the fund's favor.

Continued low premiums and high payouts have gotten the fund in trouble and in 2015 Governor Walker proposed to close the Local Government Property Insurance Fund. The Legislature, as a part of the recently adopted State Budget, voted to delay the closure of fund in order to give insured entities additional time to secure property insurance elsewhere. The last day for coverage renewal is set to be January 1, 2018 and the last day to file claims would be July 1, 2019. Additional insurance options have presented themselves as a result of this projected closure.

The League of Wisconsin Municipalities Mutual Insurance (LWMMI), the current provider for the Village of all of its other insurance, has joined with two (2) other municipal insurance organizations, Cities and Villages Mutual Insurance Company (CVMIC) and Wisconsin Municipal Mutual Insurance Company (WMMIC), to create a new Wisconsin municipal property insurance carrier called the Municipal Property Insurance Company (MPIC). While the Village will still experience an increase in premiums for its buildings and contents and inland marine insurance, this increase is far less than what it would have experienced if the Village had chosen to stay with LWMMI and MPIC's future is far more stable than the LGPIF's.

LGPIF (Renewal): \$9,707

MPIC: \$6,540

Because entering the LGPIF was done by the Village Board via resolution, our insurance advisors are recommending we leave the same way. Included in your attachments is a R2015-12-01, a resolution authorizing the Village Administrator to withdraw the Village from the Local Government Property Insurance Fund and obtain Insurance through the Municipal Property Insurance Company. Tonight, the CEO of MPIC, Mr. Blair Rogacki, will be present to discuss the services offered by their organization, answer any questions the Board may have, and lay out the expectations the Village can have by moving their coverage under a new roof.



VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

7a

MEETING DATE: December 17, 2015

SUBJECT: Local Government Property Insurance Fund Withdraw
DATE SUBMITTED: December 11, 2015
SUBMITTED BY: KateLynn Schmitt, Deputy Treasurer

FISCAL IMPACT:

REVIEWED BY: KateLynn Schmitt
Village Deputy Treasurer

Initial Project Costs: N/A
Future Ongoing Costs: \$6,540
Physical Impact (on people/space): N/A
Residual or Support/Overhead/Fringe Costs: Administrative

ATTACHMENTS:

1. R2015-12-01 A Resolution to Withdraw from the Local Government Property Insurance Fund and Obtain Insurance through the Municipal Property Insurance Company.
2. MPIC Service Highlights

STAFF RECOMMENDATION:

Motion to approve R2015-12-01, a Resolution to withdraw from the Local Government Property Insurance Fund and obtain insurance through the Municipal Property Insurance Company.

APPROVED FOR SUBMITTAL BY:

[Signature]
Village Staff Member
[Signature]
Village Administrator

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

RESOLUTION R2015-12-01

A RESOLUTION TO WITHDRAW FROM LOCAL GOVERNMENT PROPERTY INSURANCE FUND AND OBTAIN INSURANCE THROUGH THE MUNICIPAL PROPERTY INSURANCE COMPANY

WHEREAS, pursuant to Chapter 605 of the Wisconsin Statutes, the state of Wisconsin offers property insurance known as the Local Government Property Insurance Fund (LGPIF) to local government entities such as the Village through the Office of the Commissioner of Insurance; and

WHEREAS, the Village currently has a policy with the LGPIF that is set to expire on January 1st of 2016; and

WHEREAS, under Chapter 605, the LGPIF must insure the Village if it chooses to remain in the fund. If a local government does not wish to remain in the fund, Wisconsin Statutes §605.21(3) provides, a local governmental unit may terminate its insurance in the property fund by a majority vote; and

WHEREAS, upon certifying such action to the manager of the LGPIF, the insurance in force in the fund shall terminate upon expiration of the then current policy unless the local government specifies an earlier date for termination; and

WHEREAS, during the current legislative session, the Legislature considered terminating the LGPIF. While this did not occur, it has raised some uncertainty as to the future of the fund; and

WHEREAS, an advisory committee to the LGPIF estimated that there would be significant future premium increases for insurance from the fund, and the Village was in fact quoted at an 81% increase for continued LGPIF insurance in 2016.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board authorizes the Village Administrator/Clerk/Treasurer to withdraw from the Local Government Property Insurance Fund and to terminate its insurance with the Fund effective upon December 31, 2015; and

BE IT FURTHER RESOLVED, that the Village Administrator/Clerk/Treasurer be authorized to obtain property insurance from the Municipal Property Insurance Company and to execute all documents necessary to obtain such insurance.

This Resolution shall take effect and be in force from and after its passage and posting.

PASSED THIS 17th DAY OF DECEMBER 2015, BY THE VILLAGE BOARD OF THE VILLAGE OF RICHFIELD, WASHINGTON COUNTY, WISCONSIN.

John Jeffords, Village President

Attest: Jim Healy, Administrator/Clerk



Coverage Highlights – The Reason Insurance is Purchased

1. Policy limit of 125% of the total statement of values.
2. Contractors equipment automatically covered at replacement cost with no need to list items under \$25,000.
3. Valuable records automatically covered.
4. \$5,000,000 of "extra expense" coverage to help at the time of loss for the expenses over and above the physical loss of property.
5. \$2,000,000 of upgraded building code repairs needed to damaged property.
6. Automatic \$25,000 of coverage for police dogs and losses.
7. \$1,500,000 of flood and surface water runoff for buildings outside of flood zone A.
8. \$100,000,000 of terrorism coverage automatically.
9. Sewer/water backup inside a building to policy limits.
10. Computer, data processing, and other electronic equipment coverage with no dollar limitation.
11. Builders risk projects (new square foot projects) automatically covered up to \$1,000,000.
12. Repair/remodel projects (no additional square feet added) automatically covered with no dollar limit.
13. Debris removal covered except for contaminated material which has a separate \$100,000 limit.
14. Power surge automatically covered.
15. Damage by animals and rodents is covered.
16. Automatic boiler/machinery joint loss agreements.
17. Newly acquired buildings - \$500,000 of coverage until policy renewal.
18. Fungus/mold remediation - \$15,000 each occurrence/\$50,000 annual aggregate.



Service Highlights

Financial Strength

MPIC has in place a \$1,000,000,000 reinsurance program to provide the security needed for large or catastrophic losses. All reinsurance companies are rated A or better by A.M. Best with a combined surplus of \$7 billion. In addition, several Lloyds of London syndicates provided additional security. Rest assured there are plenty of assets behind MPIC's promise to pay.

Agent Services

The needs of municipalities and counties are different than commercial companies. That is why MPIC has appointed agents who specialize in servicing LWMMI, CVMIC, and WMMIC members. Your needs come first.

Policy/claim services

MPIC has contracted with the ASU Group to provide policy administration and claim adjusting services. The ASU Group has serviced Wisconsin governmental entities since 2001 on behalf of the Local Government Property Insurance Fund and is now providing those same services to MPIC.

MPIC's Board of Directors

MPIC is fortunate to have six board members, who full time positions are servicing municipalities and counties in Wisconsin. They understand your needs and provide the direction and oversight to MPIC service providers.

Board of Directors:

- Jerry Deschane, Executive Director LWM and LWMMI Director
- Dennis Tweedale, CEO LWMMI
- Mike DeMoss, Executive Director CVMIC
- Ken Horner, Director of Operations CVMIC
- Dean Boes, Executive Director WMMIC
- Danielle Rogacki, Operations Manager WMMIC

While we believe the "Coverage Summary" fairly represents the terms, conditions and exclusions found in the insurance policy, in the event any differences between the policy and this document occurs, the policy provisions will direct any resolution. The "Coverage Summary" is not intended to replace or superseded any insurance contracts.

7 b



VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

76

MEETING DATE: December 17, 2015

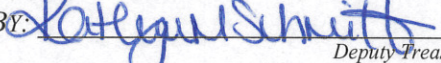
SUBJECT: 2016 Groundwater Monitoring Program
DATE SUBMITTED: December 11, 2015
SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: SHOULD THE VILLAGE BOARD RENEW THE CONTRACTUAL AGREEMENT TO CONTINUE WITH THE GROUNDWATER MONITORING PROGRAM IN 2016 AS ADMINISTERED BY DR. DOUGLAS CHERKAUER?

ISSUE SUMMARY:

By adopting the Village's 2016 budget, the Board has indicated a desire to continue its groundwater monitoring program for next year. In 2016, the Village has budgeted \$14,000 for services rendered by Dr. Cherkauer. Attached for your convenience is a copy of the Village's executed 2015 contract. The 2016 contract will be substantially similar and is forthcoming.

FISCAL IMPACT:

REVIEWED BY: 
Deputy Treasurer

Initial Project Costs: Per Agreement
Future Ongoing Costs: N/A
Physical Impact (on people/space): N/A
Residual or Support/Overhead/Fringe Costs: N/A

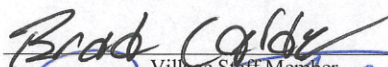
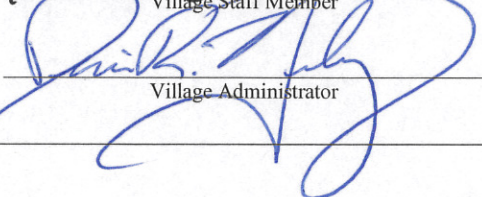
ATTACHMENTS:

1. 2015 agreement between VOR and Dr. Cherkauer

STAFF RECOMMENDATION:

Motion to direct the Village Administrator to execute an agreement with Dr. Douglas Cherkauer to continue the Groundwater Monitoring Program and groundwater permit review for 2016 per the proposed 2016 agreement.

APPROVED FOR SUBMITTAL BY:


Village Staff Member

Village Administrator

VILLAGE CLERK'S USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

COPY

COPY

Agreement for ground water monitoring in Richfield for 2015

The Village of Richfield and Dr. D. S. Cherkauer hereby enter into an agreement to continue the monitoring and analysis of the Village's ground water resources for the calendar year 2015. This agreement follows the concept approved by the Village Board at its meeting of December 18, 2014 and is set at a price not to exceed \$20,000 without prior written consent.

Dr. Cherkauer will undertake the following tasks:

- 1) Measure water levels at the wells and streams of the Village's monitoring array (not to exceed 125 hours without Village permission); and
- 2) Maintain the data and report on it to the appropriate Village representatives at least once during the year (not to exceed 20 hours without Village permission); and
- 3) Review ground water studies generated under the Village's Ground Water Protection Ordinance as submitted to him by the Village Administrator, Planner, or other appropriate official. [Per the approval by the Village Board, this task is not to exceed 50 hours without Village permission.]

Dr. Cherkauer will invoice the Village quarterly for his time spent on tasks 1 to 3 at the rate of \$75/hour. The invoice will provide the distribution of the time spent.

\$2,000 of the budgeted \$20,000 is being set aside to beta test an electronic water level monitor on four (4) wells in our monitoring array, one in each quadrant of the Village.

Dr. Cherkauer has personal liability/umbrella insurance to cover his activities, as well as full automobile insurance coverage.

The undersigned confirm the terms of the agreement as stated above:

James Healy, Administrator, Village of Richfield

_____ Date: _____

Dr. Douglas Cherkauer, Hydrogeologist

_____ Date: _____

7 c



VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

7c

MEETING DATE: December 17, 2015

SUBJECT: Proposed Three-Lot CSM (Tax Keys: V10_004500A), 3791 Pioneer Road, Michael
McRae

DATE SUBMITTED: December 9, 2015

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO ACCEPT THE RECOMMENDATION OF THE PLAN COMMISSION FOR THE APPROVAL FOR THE PROPOSED THREE-LOT CSM?

ISSUE SUMMARY:

Mr. Michael McRae has submitted a proposed certified survey map (CSM) that would create a three-lot CSM consisting of a total of approximately 50 acres on Pioneer Road, generally located at the intersection of Pioneer Road and Scenic Road. The 'parent parcel' (Lot 1) where the single family home sits is zoned both Rs-1, Country Estates District and LC, Lowland Conservancy District. The natural border between the two (2) zoning designations is the wetland boundary illustrated on the face of the CSM. There is no minimum requirement for acreage in the LC District and the minimum requirement for 'new lots' in the Rs-1 District is 10 acres. Lot 1 consists of 23.404 acres. Outlot 1, which absorbs the previously existing Tax Key of V10_0045, will consist of 19.874 acres. The parcel is currently vacant and is zoned exclusively LC. Outlot 2 consists of 7.297 acres and is also zoned exclusively LC. On both Outlots there is the notation that these parcels are not fit for human habitation. Single family residential homes are also not permitted in any fashion in the LC district, which is why the petitioner previously requested the rezoning of a portion of his property to Rs-1. In terms of zoning compliance, there are no other issues of consideration.

The Village Engineer has reviewed the proposed CSM and has approved it provided his comments are addressed. On Friday, November 20, 2015, the Village Engineer's comments were forwarded to the petitioner for his consideration. On November 30th the applicant's surveyor submitted the corrections which are currently in the process of being reviewed by the Village Engineer.

On December 3, 2015 Plan Commission made the following recommendation to the Village Board:

Motion by Commissioner Cote to recommend to the Village Board the approval of the certified survey map for Mr. Michael McRae for his property located at 3971 Pioneer Road (Tax Key: V10_004500A), subject to the General Conditions of Approval listed below:

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the



VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

7c

MEETING DATE: December 17, 2015

SUBJECT: Proposed Three-Lot CSM (Tax Keys: V10_004500A), 3791 Pioneer Road, Michael McRae

DATE SUBMITTED: December 9, 2015

SUBMITTED BY: Jim Healy, Village Administrator

tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

Seconded by Commissioner Melzer; Motion passed without objection.

FISCAL IMPACT:

REVIEWED BY: Karley Smith
Village Deputy Treasurer

Initial Project Costs: None.

Future Ongoing Costs: None.

Physical Impact (on people/space): Creation of 1 Lot and 2 Outlots

Residual or Support/Overhead/Fringe Costs: None.

ATTACHMENTS:

1. Proposed CSM prepared by Michael J. Schleif with a revision date of October 27, 2015

STAFF RECOMMENDATION:

Motion to approve of the proposed certified survey map with the revision date of October 27, 2015 for Mr. Michael McRae for his property located at 3971 Pioneer Road (Tax Key: V10_004500A), subject to the General Conditions of Approval listed below:

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN



VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

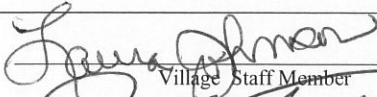
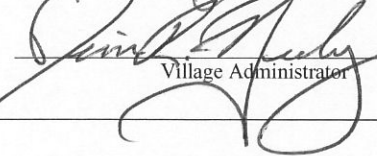
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MEETING DATE: December 17, 2015

SUBJECT: Proposed Three-Lot CSM (Tax Keys: V10_004500A), 3791 Pioneer Road, Michael
McRae

DATE SUBMITTED: December 9, 2015

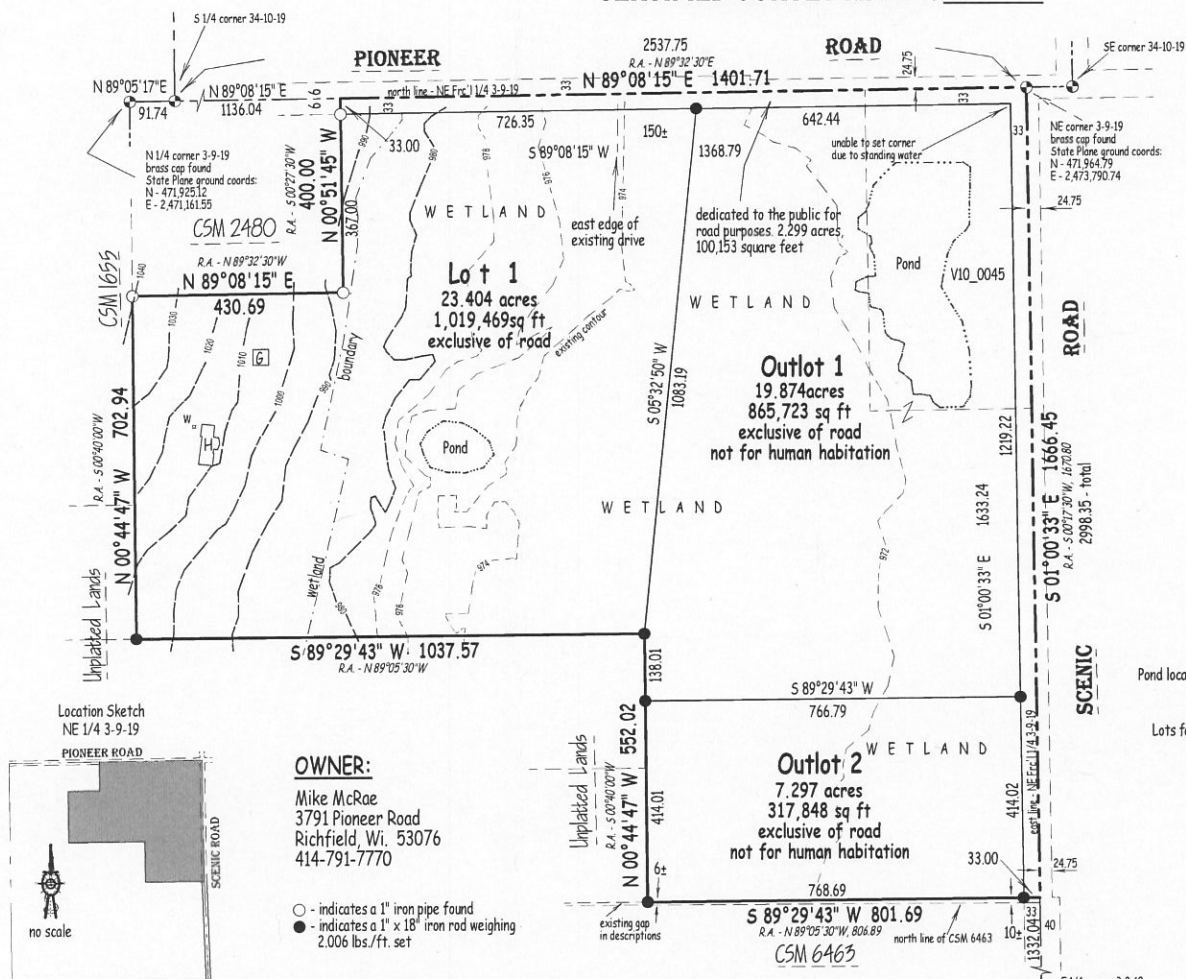
SUBMITTED BY: Jim Healy, Village Administrator


Village Staff Member

Village Administrator

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

CERTIFIED SURVEY MAP NO



OWNER:

Mike McRae
3791 Pioneer Road
Richfield, WI. 53076
414-791-7770

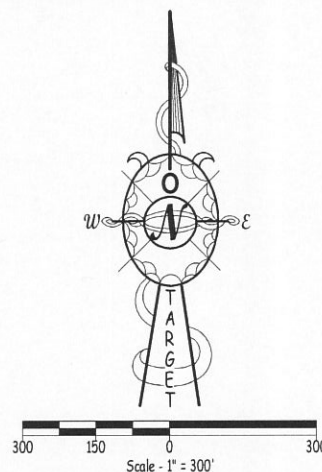
- - indicates a 1" iron pipe found
- - indicates a 1" x 18" iron rod weighing 2.006 lbs./ft. set

ON TARGET SURVEYING 1712 LARKSPUR LANE WEST BEND, WI. 53090 PHONE: 262-338-8837

ontargetsurveying@gmail.com www.ontargetsurveying.com

This instrument was drafted by Michael J. Schleif, S-2471.

Part of the NE Frc'l 1/4 and NW Frc'l 1/4 of the NE Frc'l 1/4 of Section 3, Town 9 North, Range 19 East, Village of Richfield, Washington County, Wisconsin.

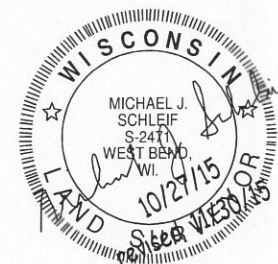


North is referenced to the Wisconsin Coordinate Grid System, South Zone, the north line of the NE Frc'l 1/4 bearing N 89°08'15" E.

Pond locations, contours, and wetland boundaries are digitized from Washington County mapping.

R.A. indicates a previously recorded dimension

Lots fall within the Lowland Conservancy District which has no setback or sideyard restrictions.



CERTIFIED SURVEY MAP NO _____

Part of the NE Frc'l $\frac{1}{4}$ and NW Frc'l $\frac{1}{4}$ of the NE Frc'l $\frac{1}{4}$ of Section 3, Town 9 North, Range 19 East, Village of Richfield, Washington County, Wisconsin.

SURVEYOR'S CERTIFICATE:

I hereby certify that by the direction of Michael McRae, I have surveyed divided and mapped the land shown and described hereon, being that part of the NE Frc'l $\frac{1}{4}$ and NW Frc'l $\frac{1}{4}$ of the NE Frc'l $\frac{1}{4}$ of Section 3, Town 9 North, Range 19 East, Village of Richfield, Washington County, Wisconsin, which is bounded and described as follows:

Beginning at the Northeast corner of said Section 3; thence S 01°00'33"E along the east line of said NE Frc'l $\frac{1}{4}$, 1666.45 feet; thence S 89°29'43"W, 801.69 feet; thence N 00°44'47"W, 552.02 feet; thence S 89°29'43"W, 1037.57 feet; thence N 00°44'47"W along the southerly extension of the east line of Certified Survey Map No. 1655, as recorded in Volume 8 on Page 304 of Certified Survey Maps of Washington County and the east line, 702.94 feet to the southwest corner of Certified Survey Map No. 2480, as recorded in Volume 13 on Page 174 of Certified Survey Maps of Washington County; thence N 89°08'15"E along the south line of said Certified Survey Map No. 2480, 430.69 feet; thence N 00°51'45"W at right angles, along the east line of said Certified Survey Map No. 2480, 400.00 feet to a point in the north line of said NE Frc'l $\frac{1}{4}$; thence N 89°08'15"E along said north line, 1401.71 feet to the point of beginning.

Containing 52.874 acres (2,303,202 square feet) more or less.

I further certify that I have fully complied with the provisions of Section 236.34 of Wisconsin Statutes and the Village of Richfield Land Division Ordinance in surveying, dividing and mapping said land and that this map is a correct representation of all exterior boundaries of the land surveyed and the division thereof.

revised 11/30/15

Dated this 27th day of October, 2015

Michael J. Schleif
Michael J. Schleif S-2471

**APPROVAL OF THE TOWN OF RICHFIELD**

This land division is hereby approved by the Village Board of the Village of Richfield

this _____ day of _____, 20____

President John Jeffords

Clerk Jim Healy

OWNER'S CERTIFICATE:

As owners, we hereby certify that we caused the land shown and described hereon to be surveyed, divided, mapped, and dedicated as represented hereon. We also certify that this map is required by S. 236.10 or S. 236.12 to be submitted to the following for approval or objection:

1. Village of Richfield Village Board

Subscribed and sworn to before me this _____ day

of _____, 20____

Witness the hand and seal of said owners this _____ day

of _____, 20____

Notary Public _____, Wisconsin

My Commission expires _____

Witness

Michael McRae

Witness

Rebecca Fischer

This instrument was drafted by Michael J. Schleif, S-2471.

ON TARGET SURVEYING 1712 LARKSPUR LANE WEST BEND, WI. 53090 PHONE : 262-338-8837
ontargetsurveying@gmail.com www.ontargetsurveying.com

7 d



VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

7d.

MEETING DATE: December 17, 2015

SUBJECT: Richfield Volunteer Fire Company 2016 Contract
DATE SUBMITTED: December 11, 2015
SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO EXECUTE A CONTRACT WITH THE RICHFIELD VOLUNTEER FIRE COMPANY FOR FIRE AND EMERGENCY MEDICAL SERVICES?

ISSUE SUMMARY:

Attached is the proposed contract for services with the Richfield Volunteer Fire Company (RVFC). Annual approval of this contract for fire and emergency medical services is per the adopted 2016 Village Budget. The contract amount is \$472,391 which represents a 1.89% increase from 2015.

Please see attached contract.

FISCAL IMPACT:

REVIEWED BY: Katey Smith
Deputy Treasurer

Initial Project Costs: per contract
Future Ongoing Costs: per contract
Physical Impact (on people/space): none
Residual or Support/Overhead/Fringe Costs: none

ATTACHMENTS:

1. 2016 Contract

STAFF RECOMMENDATION:

A motion to approve a contract for fire and emergency medical services with the Richfield Volunteer Fire Company covering the period January 1, 2016 through December 31, 2016.

APPROVED FOR SUBMITTAL BY:

[Signature]
Village Staff Member
[Signature]
Village Administrator

VILLAGE CLERK'S USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

Village of Richfield

Fire and Emergency Medical Services Contract

JANUARY 1, 2016 - DECEMBER 31, 2016

THIS AGREEMENT made and entered into, by and between RICHFIELD VOLUNTEER FIRE COMPANY, INC. of the Village of Richfield, Washington County, Wisconsin, hereinafter referred to as the FIRE COMPANY, and the VILLAGE of RICHFIELD Washington County, Wisconsin, a municipal corporation, hereinafter referred to as the "VILLAGE".

WHEREAS, THE VILLAGE desires Fire Protection and Emergency Medical Services for its residents and has power under Section 61.64 and 61.65 of the Wisconsin State Statutes to enter into agreements for the purpose of obtaining Fire Protection and Emergency Medical Services, and Fire Inspections.

WHEREAS, the Fire Company can render such Fire Protection and Emergency Medical Services,

WITNESSETH:

1. The Fire Company agrees to furnish Fire Protection and Emergency Medical Services for the entire Village for the term of one year commencing with January 1, 2016 and the Village agrees to pay the Fire Company for furnishing of said Fire Protection and Emergency Medical services the sum of Four Hundred Seventy Two Thousand, Three Hundred Ninety Dollars , and Fourty Four Cents. (\$472,390.44) To be paid in twelve monthly installments of Thirty Nine Thousand, Three Hundred Sixty Five Dollars, and Eighty Seven Cents. (\$39,365.87)
2. It is further agreed that the Village and the Fire Company and its individual members shall be relieved of any legal liability by reason of this contract in the event said Fire Company is delayed or shall fail to respond to a fire or emergency medical call because of conditions beyond its control.
3. This agreement shall continue from year to year hereafter on the same terms and conditions unless changed or terminated in writing. Notice of termination must be served

in writing by registered or certified mail; return receipt requested at least NINETY (90) days before the annual expiration date and shall be served on the President of the Village and the Chief of the Fire Company.

4. Public Records Responsibilities Contract Terms

Village and Fire Company recognize that applying applicable Wisconsin public records laws to particular records requests can be difficult, in light of copyright, HIPPA, and other confidentiality protections. To ensure that applicable laws are followed, both with regard to private rights, and with regard to public records laws, Village and Fire Company agree as follows. When Village receives public records requests for matters that Village believes are in the Fire Company possession, Village will notify Fire Company of the request. Within three (3) days of such notification (subject to extension of time upon mutual written agreement), Fire Company shall either provide Village with the record that is requested, for release to the requestor; or Fire Company shall advise Village that Fire Company objects to the release of the requested information, and the basis for the objection. If for any reason Village concludes that Village is obligated to provide a record to a requestor that is in Fire Company's possession, Fire Company shall provide such records to Village immediately upon Village's request. Fire Company shall not charge for work performed under this paragraph, except for the "actual, necessary and direct" charge of responding to the records request, as that is defined and interpreted in Wisconsin law. In addition to, and not to the exclusion or prejudice of, any provisions of this agreement or documents incorporated herein by reference, Fire Company shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all legal, accounting, consulting, engineering and other expenses relating to the defense of any claim asserted or imposed upon the Village, its officers, agents, employees and independent Fire Company growing out of (i) Village's denial of a records request, based upon objections made by Fire Company, or (ii) Fire Company's failure to provide records to Village upon Village's request; or (iii) Village's charges made to a records requestor, based upon reimbursement of costs Fire Company charged to Village in responding to a records request; or (iv) Village's lack of timely response to a records request, following Fire Company's failure to timely respond to Village as required herein; or (v) Village's provision of records to a requestor that were provided to Village by Fire Company in response to a records request. Fire Company's claims of proprietary rights, or any other copyright or confidentiality claims, shall be waived such that Village may provide all requested documents, programs, data, and other records to the requestor, upon failure by Fire Company to defend, indemnify or hold harmless the Village as required herein, and/or upon judgment of a court having jurisdiction in the matter requiring release of such records.

5. That the Fire Department shall furnish liability insurance, workman's compensation insurance and other insurance, and the VILLAGE shall have no obligation to so do; and the said Fire Department further agrees to indemnify, protect, defend and save harmless the VILLAGE, and any of its officers, employees, agents, and independent contractors from any and all claims, demands, actions, settlements, omissions, defaults, or occurrences arising out of or related to the performance or mis-performance of this Agreement by said DEPARTMENT-COMPANY or any of its officers, agents, or employees other than as set forth in the preceding sentence.

IN WITNESS WHEREOF, the parties have hereunto set hands and seal this
28th day of September, 2015.

RICHFIELD VOL. FIRE CO.

VILLAGE OF RICHFIELD

Terry Kohl, Chief

President

Dan Neu, President

Trustee

Department Seal

Trustee

Trustee

Trustee

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VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

7e

MEETING DATE: December 17, 2015

SUBJECT: Letter of Credit reduction, Lakeview Ridge Subdivision, D&S Weyer No. II LLC.
DATE SUBMITTED: December 11, 2015
SUBMITTED BY: KateLynn Schmitt, Deputy Treasurer


POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO ACCEPT THE RECOMMENDATION OF THE VILLAGE ENGINEER TO REDUCE THE ESTABLISHED LETTER OF CREDIT?

ISSUE SUMMARY:

On June 23, 2015, the Village of Richfield established a Letter of Credit attributed to construction costs of Lakeview Ridge Subdivision, in Section 26 of the Village. Lakeview Ridge Subdivision is generally located in the southeastern portion of the Village off of Lakeview Road which is south of Bark Lake. This summer a large portion of the site work was completed and at the September Village Board Meeting the Letter of Credit was reduced to \$153,151. After reviewing additional work that has been completed since the September 21st reduction, the Village's engineer has confirmed all "punch list" items have been completed.

The petitioner is requested and the Village's Engineer agrees that a reduction in the Letter of Credit would be appropriate at this time. Their recommendation is to reduce the Letter of Credit to a final amount \$59,800, which would account for the surface course paving and the remedying of any imperfections of the road surface after the first winter. As a matter of practice, retainage is held to ensure that the improvements made withstand regular seasonal conditions in the Village and the final amount shall be released after the winter thaw occurs in 2016.

FISCAL IMPACT:

REVIEWED BY: 
Village Deputy Treasurer

Initial Project Costs: N/A
Future Ongoing Costs: N/A
Physical Impact (on people/space): N/A
Residual or Support/Overhead/Fringe Costs: Administrative

ATTACHMENTS:

1. December 3, 2015 Letter from Village Engineer Chris Walter RE: Letter of Credit reduction

STAFF RECOMMENDATION:

Motion to authorize the Village's Deputy Treasurer, upon receipt of lien waivers, to work with the Developer to reduce the Letter of Credit to an amount of \$59,800 for a period of no more than one year.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN


Village Staff Member

Village Administrator

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

December 3, 2015

W138620.01

Village of Richfield
4128 Hubertus Road
Hubertus, Wisconsin 53033

Attention: Mr. James Healy, Village Administrator

**Lakeview Ridge Subdivision
Letter of Credit**

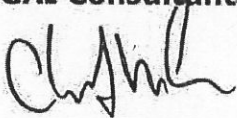
Dear Mr. Healy:

We have completed our review of a request to have the Letter of Credit for Lakeview Ridge Subdivision reduced. Our review is based on a field meeting and inspection confirming all punchlist items have been addressed. We recommend a cash bond or irrevocable letter of credit in the amount of \$59,800, which maintains 20% retainage.

Please feel free to call if you require any additional information or if you have any questions.

Sincerely,

GAI Consultants, Inc.



Chris J. Walter, P.E.
Assistant Design Manager

Enc.: As noted

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VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

7f

MEETING DATE: December 17, 2015

SUBJECT: Election Inspector Appointments
DATE SUBMITTED: December 10, 2015
SUBMITTED BY: Laura Johnson, Deputy Clerk

ISSUE SUMMARY: SHOULD THE BOARD APPOINT THE ATTACHED LIST OF ELECTION INSPECTORS?

As of December 31, 2015, the current term of election inspectors will expire. Per Wis. Stat 7.30, during the month of December, but not later than December 31, 2015, the municipal governing body shall appoint election inspectors for a two-year term which begins January 1, 2016-December 31, 2017.

Submission of Inspector Nominee Lists by Political Parties: The Republican and Democratic parties had until November 30, 2015 to submit a list of their parties' workers to the Clerk. The goal of the list is to create a balance of poll worker affiliation at each election. The Republican Party has submitted a list of the attached election inspectors on November 20, 2015. The Democratic Party has submitted a list of the attached election inspectors on November 30, 2015. Work assignments must be taken from the lists in the order they have been submitted.

FISCAL IMPACT:

REVIEWED BY: Karen Smith
Village Deputy Treasurer

Initial Project Costs: None
Future Ongoing Costs: Poll worker wages
Physical Impact (on people/space): None
Residual or Support/Overhead/Fringe Costs: Administrative training

ATTACHMENTS:

1. List of election inspectors

STAFF RECOMMENDATION:

Motion to approve the attached list of election inspectors from January 1, 2016 –December 31, 2017.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN

Laura Johnson
Village Staff Member
[Signature]
Village Administrator

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

APPOINTMENT OF ELECTION INSPECTORS
January 1, 2016 through December 31, 2017

Judy	Beattie	Barb	Milner
Laura	Bastian	Jane	Mirocha
Marilyn	Becker	Marsha	Mueller
Mary Jane	Berenz	Lori	Neu
Jan	Bjurstrom	Sandy	Oliver
Linda	Brody	Joseph	Porwoll
Larry	Buch	Mary Ann	Porwoll
Mary	Everts	Donna	Rahn
Kristine	Farley	Lynette	Rake
Jack	Garvens	Maribeth	Rao
Sally	Garvens	Sandy	Rauch
Kathy	Glueckstein	Janet	Reichert
Marie	Graziano	Jay	Rushmer
Cheryl	Grichtmeier	Sue	Rushmer
Daryl	Grier	Michael	Sansone
Norman	Grier	Glenn	Schapfel
Mary	Grosch	Diana	Schluter
Janet	Grunke	Del	Schmechel
Karen	Hale	Kay	Schmitt
Wilbur	Hessenauer	Sheila	Schmitt
Barbara	Hinckley	Peter	Schultz
Maureen	Holland	Shirley	Schuster
Susan	Jackson	Ellen	Schwenke
Sharon	Jaskowiak	Gail	Sherman
Norma	Juern	Sharon	Shulse
Frieda	Kamentz	Louise	Stone
Robert	Kelbe	Sandy	Stuettgen
Jeannette	King	Douglas	Syring
Kenneth	Kokalj	Patricia	Syring
Mary	Kokalj	Connie	Thoma
Shereen	Kressin	Susan	Wiley
Linda	Kruepke	June	Wolf
Kris	Lechner	Valerie	Zalewski
Debbie	Meeks	Lynn	Ziehr

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VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

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MEETING DATE: December 17, 2015

SUBJECT: January Village Board Meeting
DATE SUBMITTED: December 11, 2015
SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO SCHEDULE THE REGULAR JANUARY MEETING FOR THE 28TH?

ISSUE SUMMARY:

The Village Board meeting would be moved from January 21st to January 28th. In looking at the calendar for 2016, we do not anticipate any other meeting date/time adjustments.

FISCAL IMPACT:

REVIEWED BY:

Kathleen Smith
Deputy Treasurer

Initial Project Costs: N/A
Future Ongoing Costs: N/A
Physical Impact (on people/space): N/A
Residual or Support/Overhead/Fringe Costs: N/A

ATTACHMENTS:

None.

STAFF RECOMMENDATION:

Motion to direct Staff to advertise the regular Village Board meeting in January for the 28th at 7PM.

APPROVED FOR SUBMITTAL BY:

[Signature]
Village Staff Member

[Signature]
Village Administrator

VILLAGE CLERK'S USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

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CLOSED SESSION